

draft

Downtown Providence District Management Authority

Board of Directors meeting minutes

Thursday, April 15, 2010 8:30 a.m.

1. Roll Call

Director Gagliardi called the meeting to order at 8:33 a.m.

Directors present: Joseph DiBattista, Wendy Doyle-Spatcher, Robert Gagliardi, Evan Granoff, Susan LaPidus, Richard Lappin, John MacIver and Christopher Placco.

Ex-Officio Members present: Alix Ogden and Lisa Paratore

Others present: Dan Baudouin, Executive Director of the Providence Foundation; Joelle Kanter, Program Director of the Providence Foundation; Steve Gibson, President of Urban Place Consulting; Frank LaTorre, DID Director of Public Space; Frank Zammarelli, Operations Manager of Block-by-Block; Rosemarie Durette, DID Accounting Manager/Office Administrator

2. City of Providence Update

Alix Ogden was present to update the Board.

The City is waiting for the State legislators to past the supplemental budget for the 2010 fiscal year. Once past it could mean a loss of

revenue to the City of approximately eight million dollars. The City has been managing spending in anticipation of the loss.

The City has been working with FEMA regarding the historic floods that happened in parts of Providence.

Plan review update is going according to schedule. The new software will have a test run in three weeks.

Portions of Westminster and Weybosset Streets that are in the Financial District will be repaved in 2011. The design work is being done now.

3. Approval on the minutes of the March 18, 2010 Board meeting
Director DiBattista motioned to approve the minutes from the March 18, 2010 board meeting. Director MacIver seconded the motion, and a roll call vote was held as follows:

Director DiBattista yes

Director Doyle-Spacher yes

Director Gagliardi yes

Director Granoff yes

Director LaPidus yes

Director Lappin yes

Director MacIver yes

Director Placco yes

Therefore the motion passed.

4. Leadership Council Joint Venture

The final draft of the Economic Joint Venture Plan has been approved by the Executive Committee of the Providence Foundation. Dan Baudouin presented the final draft to the DID Board. Director LaPidus motioned to accept the plan as presented. Director Lappin seconded the motion, and a roll call vote was held as follows:

Director DiBattista yes

Director Doyle-Spatcher yes

Director Gagliardi yes

Director Granoff yes

Director LaPidus yes

Director Lappin yes

Director Macliver yes

Director Placco yes

Therefore the motion passed.

5. Financial Report

Steve Gibson presented the financials for March 2010.

The Statement of Financial Position shows the DID to be in a comfortable cash position with adequate funds to pay monthly expenses and maintain a reserve.

The Statement of Operations shows a decrease in revenue due to changes in value on some properties. Overall expenditures are below budget.

Director Macliver motioned to accept the March 2010 financials as presented. Director Placco seconded the motion, and a roll call vote was held as follows:

Director DiBattista yes

Director Doyle-Spacher yes

Director Gagliardi yes

Director Granoff yes

Director LaPidus yes

Director Lappin yes

Director Macliver yes

Director Placco yes

Therefore the motion passed.

The proposed budget for the 2011 fiscal year is still being worked on by the Executive Committee. Therefore, no budget was presented for vote. The proposed budget will be presented at the May Board meeting and the Public Hearing will be held in June.

6. Report for Urban Place Consulting & Director of Public Space

Frank LaTorre updated the Board on the projects he is working on:

Bids for the RIDOT sidewalk repair work will be opened on April 28, 2010. The construction is scheduled to begin July 1, 2010.

May 8, 2010 is the date for the first training session of the parking lot and garage attendants regarding the customer orientated parking program. Block by Block and the PWCVB have put together the program. Sean Hawkins from Block by Block will be doing the presentation.

The 13 trash receptacles have been ordered as part the match between the DID and the City's Park Department. The trash cans will be placed in and around Burnside and Biltmore Parks.

7. Discussion on plans for the DID 5th Anniversary Celebration.

Video production is wrapping up. The first copy has been viewed and there needs to be just a couple of minor changes. There are currently eleven restaurants that have confirmed their participations. All the other details are being finalized.

The DID will be hosting a breakfast with Paul Levy, the keynote speaker for the event. Paul is nationally renowned for his work in Downtown Philadelphia. Members of the DID and Providence Foundation boards are invited to ask questions and learn of new ideas.

8. Marketing Report

Plans are underway for the second annual Downtown Living Tour, which will be held on May 8, 2010. There are eight confirmed participants. Brochures have been printed and distributed to the participating properties; also promotion of the event has started with advertisement in local publications.

The Chamber of Commerce business expo will be held on May 4th and 5th. The DID will have all updated material for this event.

9. Report from Block- By- Block

Frank Zammarelli gave to quick update on the stats; over 15 tons of trash were removed over the St Patrick's and NCAA weekend. Both crews were very busy keeping the City clean and helping the tourists in town for the events. Everything else is going smoothly.

Ground work, for the planting program, will start in the beginning of May, hanging baskets and plantings will be in place at the end of the month.

10. Other Business

11. Adjournment

Director Gagliardi adjourned the meeting at 9:45a.m.

Respectfully submitted,

Rosemarie Durette

Accounting Manager/Office Administrator